

Accreditation 101

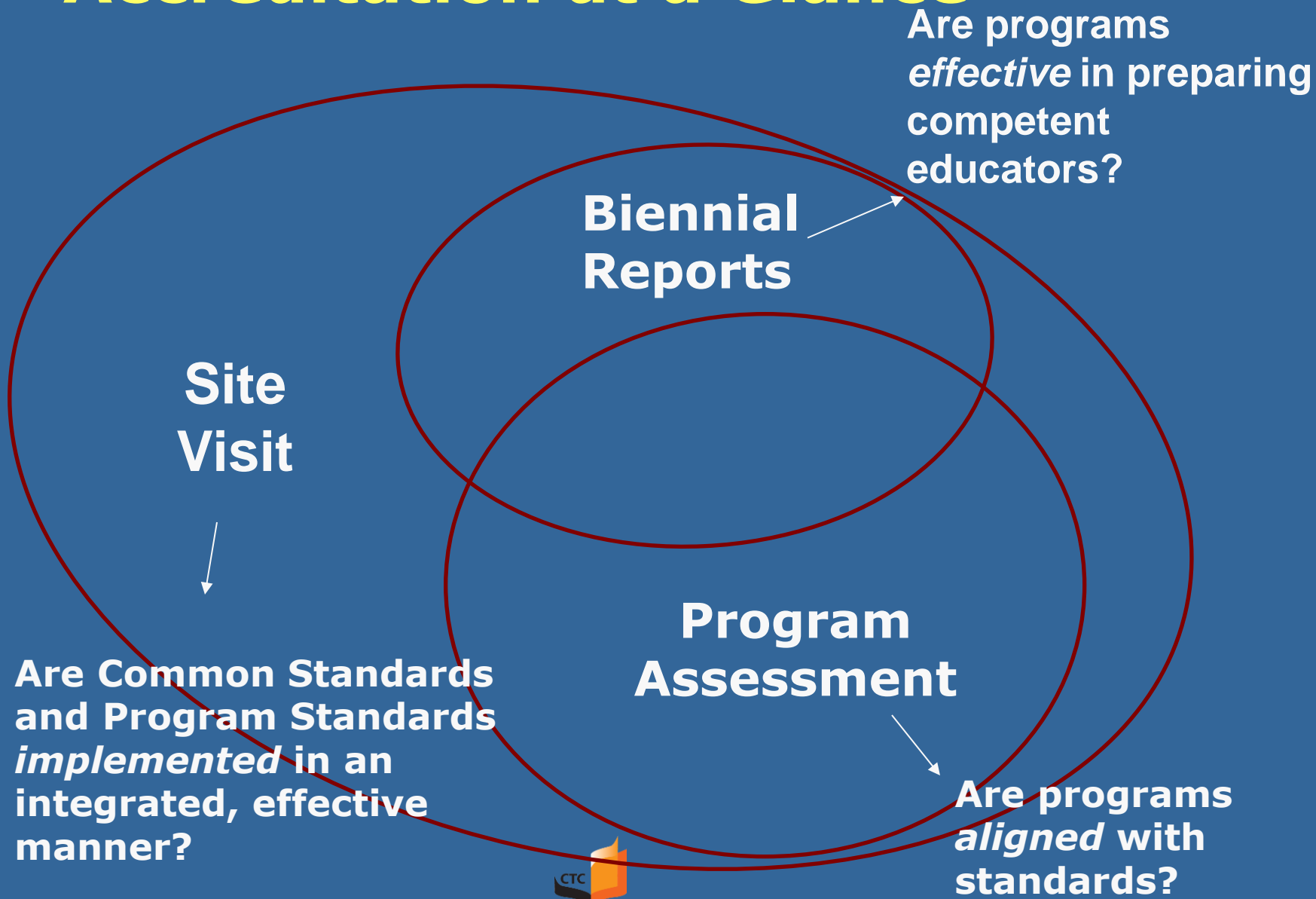
CCAC Conference 2013



California's Accreditation System 2013



Accreditation at a Glance



Purpose of Accreditation

- ◆ Accountability – to the public and to the profession
- ◆ Ensure High Quality Programs
- ◆ Address Continuous Program Improvement
- ◆ Adherence to Standards



Who is the Commission?

<http://www.ctc.ca.gov/commission/default.html>

- ◆ The Commission is
 - An agency in the Executive Branch of California State Government
 - Fifteen voting members and four ex-officio members
- ◆ Appointed by Governor Brown
- ◆ Three major responsibilities—credentialing, discipline, standards and accreditation



Who is the COA?

<http://www.ctc.ca.gov/educator-prep/coa.html>

- ◆ Committee on Accreditation
 - 6 individuals from K-12 community
 - 6 individuals from postsecondary community
- ◆ Appointed by the Commission
- ◆ Responsible for all accreditation work



Who is the BIR?

<http://www.ctc.ca.gov/educator-prep/BIR.html>

- Board of Institutional Reviewers
- Trained in Accreditation
 - ✓ Structures
 - ✓ Standards
 - ✓ Reports
- Review documents and serve on site visit teams



Accreditation Objective

<http://www.ctc.ca.gov/educator-prep/program-accred.html>

The accreditation system is a series of activities which, over time, give a clear picture of an institution or program sponsor including:

- ✓ Its history
- ✓ How it examines its practices
- ✓ How it makes changes
- ✓ Whether it implements a program aligned to state adopted standards



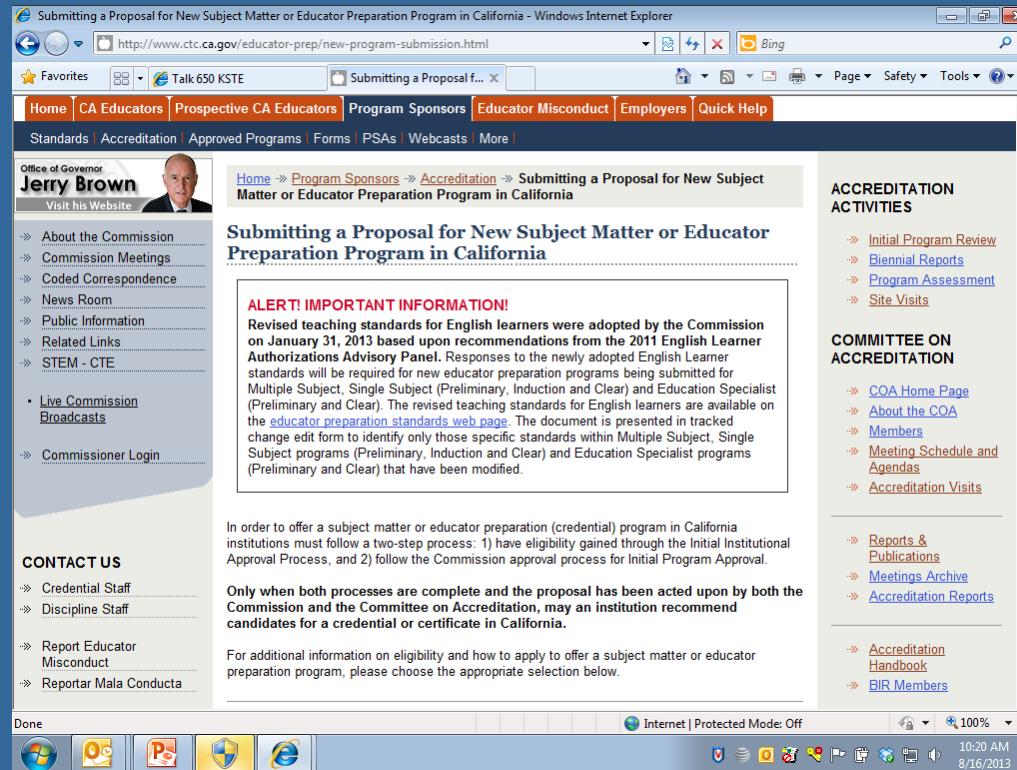
Initial Program Review

- ◆ Two Step Process
 - Initial Institutional Approval
requires Commission approval
 - Initial Program Approval
requires COA approval
- ◆ Once approved → continuing accreditation cycle
- ◆ Additional programs may be added at any time through the IPR process



Initial Program Review

The Initial Institutional Approval/Initial Program Review webpage provides all submission information...



Hyperlink - <http://www.ctc.ca.gov/educator-prep/new-program-submission.html>



Initial Program Review

QUESTIONS ABOUT
INITIAL PROGRAM REVIEW?

EMAIL
IPR@ctc.ca.gov



Continuing Accreditation Activities

- ◆ Ongoing Data Gathering & Analysis
- ◆ Biennial Report
- ◆ Program Assessment
- ◆ Site Visit
- ◆ Follow Up



Accreditation Cohorts

Cohort	Red	Orange	Yellow	Green	Blue	Indigo	Violet
12-13	Follow-Up	Bien'l Report		Bien'l Report		Bien'l Report (optional)	
13-14	Bien'l Report		Bien'l Report		Pgm Assess	Bien'l Report (if not in 2012-13)	Site Visit
14-15		Bien'l Report		Pgm Assess	Bien'l Report	Site Visit	Follow-Up
15-16	Biennial Report		Pgm Assess	Bien'l Report	Site Visit	Follow-Up	Bien'l Report
16-17		Pgm Assess	Bien'l Report	Site Visit	Follow-Up	Bien'l Report	
17-18	Prgm Assess	Bien'l Report	Site Visit	Follow-Up	Bien'l Report		Bien'l Report
18-19	Bien'l Report	Site Visit	Follow-Up			Bien'l Report???	Pgm Assess



Ongoing Data Gathering and Analysis

◆ Expectations

- ✓ All approved programs are making programmatic improvements based on solid candidate competence and program effectiveness data
- ✓ Data collection processes are a regular, routine part of each approved program
- ✓ Programs use multiple sources of data to make programmatic decisions



Ongoing Data Gathering and Analysis

- ◆ A key focus is the contribution of data (relating to the competence of candidates and the effectiveness of the program) in increasing program implementation
- ◆ Data collection alone is not sufficient – analyses to identify program strengths and areas of growth are also key
- ◆ The system builds upon itself annually, connecting data, program changes, and program success



Biennial Reports

<http://www.ctc.ca.gov/educator-prep/program-accred-biennial-reports.html>

- Completed in years 1, 3, and 5
- Submission date choice made by program
 - August 15
 - September 15
 - October 15 (option only for year 1 of cycle)



Biennial Reports

- Focus on candidate competence and program effectiveness
- Each **program** submits a report that includes aggregated data, analyses, and program modification plans
- The Unit submits a single report after reviewing all program reports that outlines an institutional action plan



Biennial Reports

- Two sections of the report:
 - ✓ Section A-one for each **PROGRAM**
 - ✓ Section B- **ONE PER INSTITUTION** for overall trends and action plan submitted by the Dean/Superintendent, etc.
- ✓ Goal is for institutions to receive a response from CTC within 12 weeks



Before 2012: INSTITUTIONAL SUMMARY AND PLAN OF ACTION

(Required for all program sponsors offering more than one credential or certificate program) **1-3 pages**

This section reflects the institution's review of the reports from all programs within that institution. Given the information provided in Section A for each program, identify trends observed in the data across programs. **Describe areas of strength, areas for improvement and the next steps or plan of action the unit will take to improve the quality of educator preparation.** The summary is submitted by the unit leader: Dean, Director of Education, Superintendent, or Head of the Governing Board of the Program Sponsor.



Current Institutional Summary and Plan of Action

(Required for all program sponsors starting in 2013)

This section reflects the institution's review of the reports from all Commission-approved educator preparation programs within that institution. The summary is submitted by the unit leader: Dean, Director of Education, Superintendent, or Head of the Governing Board of the Program Sponsor.



Current Institutional Summary and Plan of Action

(Required for all program sponsors starting in 2013)

1. If you have a **one page graphic** of your Unit assessment system, please provide it. If not, please **briefly outline** your system.



Current Institutional Summary and Plan of Action

(Required for all program sponsors starting in 2013)

2. To support the documentation of your Unit assessment system in action, please provide **a table that shows a sample of the actions the unit has taken in the past two years and link the action with the data and analysis that led to the action.** If your institution only offers one approved educator preparation program, this information may have been provided in Section A. Do not repeat the information here, instead please refer the reader back to Section A.



Documentation of Actions Taken in the Unit Assessment System

Based on the Analysis of Data Collected
(2011-12 and 2012-13)

Action Taken	Date	Data Source(s)	Analysis Leading to the Action



Current Institutional Summary and Plan of Action

(Required for all program sponsors starting in 2013)

3. Please **note any implications for your institution related to the Common Standards based on the data presented in this Biennial Report.** This will require a review of the information presented in the Biennial Report with the concepts in the Commission's Common Standards.



Common Standard Implications

Based on the Analysis of Data Presented in the
2013 Biennial Report

Identified Issue	Program(s) Involved	Data Source(s)	Area of Strength or Area to Improve	Applicable Common Standard(s)



Program Assessment

<http://www.ctc.ca.gov/educator-prep/program-accred-assessment.html>

- Year 4 (submitted in fall of the year)
- Replaces extensive document review at site visit
- Summary 3-4 pages--brief overview that provides contextual information to the readers and site visit team members
 - Program Design
 - Course of Study (Curriculum and Field Experience)
 - Assessment of Candidates



Program Assessment

<http://www.ctc.ca.gov/educator-prep/program-accred-assessment.html>

- ✓ Part I: Linked Narrative that tells **how** the program meets the standards (templates available)
- ✓ Part II: Current course syllabi/course of study
- ✓ Part III: 4-6 Key Assessments used to measure candidate competence, including rubrics, training information and calibration activities



Program Assessment Review

- Two BIR-trained (credential analysts invited to training) readers analyze the documents to determine their preliminary alignment to the program standards
- Results in *Preliminary Report of Findings*
- Ongoing dialogue between readers and program personnel
- Any areas not at *preliminarily aligned* may require in depth review at SV.



Site Visit

- Year 6
- Focuses on
 - ✓ Common Standards
 - ✓ Confirmation or correction of the *Preliminary Report of Findings* for programs
 - ✓ Program Sampling
- Conducted by a team of 3-8 trained BIR members and one CTC staff facilitator



Site Visit

Prior to the visit, the team prepares by reviewing information from

- ✓ Biennial Reports and Responses
- ✓ Preliminary Report of Findings (PA)
- ✓ Program Summaries
- ✓ Common Standards Narrative Response
- ✓ Any Evidence available electronically



Site Visit

- At the visit, the team interviews
 - ✓ Employers
 - ✓ Master Teachers/Supervisors
 - ✓ Graduates
 - ✓ Current Candidates
 - ✓ Credential Analysts
 - ✓ Advisory Boards
 - ✓ Faculty & Administrators
- At the visit the team reviews evidence of actual activities (e.g., candidate work, credential files, vitae)



Site Visit

- The team makes a decision regarding the institution's implementation of each Common Standard and Program Standard (Met, Met with Concerns, Not Met)
- The team develops one consensus accreditation recommendation to submit to the COA (Accreditation, Stipulations, etc.)
- COA makes the final accreditation decision, including any stipulations



Follow Up

- Year 7
- Findings, concerns, or questions from the site visit will be addressed by the institution/program sponsor and reported to COA
- Follow up activities may be additional reports, a revisit, or inclusion of specific information in the next Biennial Report
- The COA, in turn, shares findings with the Commission annually



Locating the Standards

<http://www.ctc.ca.gov/educator-prep/STDS-prep-program.html>

The visits for 2013-2014 will be conducted under the revised Accreditation Handbook (2012)

- ✓ Revised Common Standards (2008)
- ✓ Common Standards Glossary
- ✓ Consult your assigned CTC Consultant for program standards in transition

<http://www.ctc.ca.gov/educator-prep/PSD-contact.html>



Other Accreditation Updates

- Revised *Accreditation Handbook 2012*
 - ✓ Updated annually
- Denial of Accreditation Allowable after Initial Accreditation Visit



Other Accreditation Updates

- Board of Institutional Reviewer Training – TBD for 2014
- Alignment with National Professional Organization Standards – PPS: SSW
- Part B of the Biennial Report
- Upcoming Webinars or Changes (TAP)



Resources

- www.ctc.ca.gov
 - ✓ Go to “**Program Sponsors**” tab
 - ✓ In column at right under “**Current Work,**” select “**Accreditation**”
 - ✓ There you will find information and updates on all accreditation activities (Framework, Handbook, IPR, PA, Standards, Preconditions, Guidelines for Submission, etc.)
- **Accreditation Information:**
<http://www.ctc.ca.gov/educator-prep/program-accred.html>
- **PSD News:** Subscribe at ctc.ca.gov



Questions?

Direct your questions to the right activity-based email account for a quicker response:

- ✓ IPR@ctc.ca.gov
- ✓ BiennialReports@ctc.ca.gov
- ✓ ProgramAssessment@ctc.ca.gov

For general questions:

- ✓ Accreditation@ctc.ca.gov

